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# MANAGEMENT COUNCIL NEWSLETTER

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REFERENCE

A summary of significant events of  
interest to USDA management

FEB 14 '79

Issue #17  
August 8, 1975

## MANAGEMENT AND BUDGET

PROCUREMENT & PURCHASES

## HIGHLIGHTS OF JULY 31 COUNCIL MEETING.....

FY 1976 agency assessments were discussed. Some questions were raised concerning the substance and formulas used for some of the assessments. These points are being examined. The Council will be advised of the results of this examination.

## HIGHLIGHTS OF AUGUST 7 COUNCIL MEETING.....

### REMINDERS AND DUE DATES.....

- ... Responses to OP on the proposed Executive and Managerial Training System are OVERDUE.
- ... Submit input for the October OA and OI conference to Mr. Bolduc by AUGUST 22.
- ... The August 14 meeting on the working capital fund has been postponed.
- ... Council recommendations for the OA Executive Development position should be submitted to Sy Pranger by August 14.
- ... By Sept. 2, the Council will receive an accomplishment report and a revised action plan concerning the NFC items furnished the Council on Feb. 6.
- ... Council comments on the payroll cycle should be sent to Dennis Boyd by August 14.

George Knapp, OO, advised the Council that FEA and GSA have developed a proposed multi-year energy conservation program for the government. Agencies can expect a long-term, systematized energy conservation program.

Sy Pranger, OP, and Len Greess, OA, discussed a position in OA which could be an Executive Development position. (See REMINDERS above)

Dennis Boyd, NFC, presented a progress report on action items from last January's NFC conference. (See REMINDERS above)

### HOUSE-SENATE CONFEREES REPORT H.R. 4222 EXTENDING CHILD NUTRITION

PROGRAMS..... Since the bill's increased costs exceed the Congressional Budget Committees' target, it may be sent back to conference when Congress returns. It also exceeds the President's budget request. (Contact: Bob Buchanan, OMF, ext. 72327)

CONFERENCE ON USDA APPROPRIATIONS TO FOLLOW RECESS..... Senate floor action was completed on July 25 with the following changes from the Senate committee bill which was summarized in Issue #16:

- An additional \$6.6 million was provided for emergency flood rehabilitation work in Montana;
- A net increase of \$5.3 million was added to the Child Nutrition appropriation for equipment assistance and State administrative expenses;
- \$50 million was added for soil and water loans;
- \$2.3 million was added for domestic farm labor grants;
- Language was added to ACP which would expand the program from the 1970 practices to "Other farming practices as may be deemed desirable by the county committees."

In terms of total outlays, both the House and Senate bills are very close to the President's budget. The House is about \$7 million below the budget while the Senate is about \$18 million above the budget.  
(Contact: Steve Dewhurst, OMF, ext. 76176.)

PRESIDENT SUBMITS RESCISSION AND DEFERRAL MESSAGE..... It was submitted on July 25 to the Congress and includes the following USDA items:

Rescissions:

Forest Service:

Forest Roads and Trails.....	\$25,723,000
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Deferrals:

Agricultural Stabilization and Conservation Service:

Agricultural conservation program.....	\$31,667,000
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Water Bank Act program.....	536,000
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Forestry incentives program.....	3,750,000
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Farmers Home Administration:

Rural water and waste disposal grants.....	37,500,000
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Rural housing for domestic farm labor grants.....	1,250,000
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Mutual and self-help housing grants.....	2,050,000
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Self-help housing land development fund....	1,625,000
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Agricultural Marketing Service:

Payments to States and possessions.....	400,000
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Forest Service:

Forest roads and trails.....	280,000,000
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Expenses, brush disposal.....	27,113,000
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Licensee programs.....	95,000
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(Contact: Bob Barham, OMF, ext. 75901)

USDA'S PROPOSED PRIVACY ACT REGULATIONS PUBLISHED FOR COMMENT.....

They appeared in the Federal Register of August 4. They govern all systems of records maintained by USDA agencies and staff offices, and will take effect on Sept. 27, 1975. Highlights are:

- An individual will have the right to request access to any records pertaining to him or her. They may also request the records be corrected or amended. If either request is denied, the matter may be appealed.

-- Medical records may be withheld from the requester but sent to a doctor designated by the individual.

-- Records may not be disclosed without the written request or written consent of the individual to whom the record pertains.

Comments are due August 20 to OGC. (Contact: Doug Wood, OGC, ext. 77350)

SECRETARY TO MEET WITH AGENCY HEADS ON 1977 BUDGET REQUESTS.....All sessions are in room 218-A. The tentative schedule follows:

<u>DATE</u>	<u>TIME</u>	<u>AGENCY</u>
Aug. 28	10:00 AM	Overview (Mr. Miles, OMF)
Sept. 2	9:00 AM	ASCS
	2:00 PM	FNS P&SA
Sept. 3	9:00 AM	APHIS
	2:00 PM	MS
Sept. 4	9:00 AM	ES
	2:00 PM	ARS/CSRS (combined hearing NAL)
Sept. 10	9:00 AM	REA RDS
	2:00 PM	FmHA
Sept. 11	9:00 AM	FAS Office of Sales Manager FCIC
	2:00 PM	SCS
Sept. 15	9:00 AM	ERS FCS
	2:00 PM	SRS EMSC
Sept. 17	9:00 AM	FS
	2:00 PM	Departmental Administration

(Contact: Bob Barham, OMF, ext. 75901)

### EQUAL OPPORTUNITY

USDA SECTION 8(a) AWARDS INCREASE SUBSTANTIALLY.....The table below shows the Section 8(a) awards made by USDA agencies for FY 1975. This total, \$3.0 million, is the largest amount awarded by USDA since the program was initiated in 1969. (Contact: J. Fred King, OEO, ext. 77117)

<u>AGENCY</u>	<u>FY 1975 GOAL</u>	<u>FY-1975 ACHIEVEMENT</u>	<u>% OF GOAL</u>
AMS	\$ 180,000	\$ 134,125	75
APHIS	60,000	73,429	122
ARS	391,000	226,000	58
ASCS	75,000	94,958	127
FmHA	10,000	42,000	420
FNS	220,000	606,357	275
FS	1,395,000	1,364,064	98
OO	50,000	70,005	140
SCS	750,000	374,000	50
TOTAL	<u>\$3,131,000</u>	<u>\$2,984,938</u>	<u>95</u>

### PERSONNEL

PAPERWORK MANAGEMENT AWARD NOMINATIONS DUE IN OP BY AUG. 22.....The award are co-sponsored by the National Archives and Records Service, GSA and the Washington Chapter, Association of Records Executives and Administrators. USDA may nominate two individuals and/or groups. (Contact: Mae Paulsen, OP, ext. 75618, or Pete Doyle, OMF, ext. 75725)

### ADMINISTRATIVE OPERATIONS

OO PLANS CONFERENCE OF DIRECTORS OF ADMINISTRATIVE SERVICES.....The conference, Oct. 9-10, will cover specific agency concerns, as well as new Departmental and governmentwide developments having impacts on administrative services functions. Directors of Administrative Services have recommended priority subjects to be covered. (Contact: George Knapp, OO, ext. 73937)

PROPOSED FEDERAL MANAGEMENT CIRCULAR STANDARDIZING ADMINISTRATIVE REQUIREMENTS OF GRANTS AND AGREEMENTS WITH UNIVERSITIES, NON-PROFIT ORGANIZATIONS, AND HOSPITALS PROGRESSES.....After several months of inactivity, GSA is now trying to resolve differences in the comments of various Federal agencies concerning the proposed Federal Management Circular. One of the principal USDA comments was that cooperative agreements should not be covered by this circular. GSA has proposed covering cooperative agreements in the circular with a temporary waiver for USDA programs pending review on a program by program basis to establish appropriate circular coverage. (Contact: Don Manns, OO, ext. 77527)

### CENTRAL SERVICES

ADS GIVES AGENCIES INFORMATION ON TAPE AND DISK STORAGE.....At Downingtown, Council members had requested this information so that they could better manage their agencies' use of tape and disk storage. (Contact: Arthur Devlin, ext. 73313)